

Minutes of the Regular Meeting of the Board of Education of Prairie Spirit School Division No. 206 held in the Prairie Spirit School Division Office, on Monday, January 20, 2025, commencing at 10:00 a.m.

Present for the meeting were Board Members: Kimberly MacLean, Vice Chairperson; Adin Dereniwski; Cindy Friesen; Bernie Martineau; Shelby Poggemiller; Michael Richards; Christa-Ann Willems (left at 4:40 p.m.).

Also in attendance: Tracey Young, Director of Education; Dean Broughton, Deputy Director of Education; Bob Bayles, Deputy Director of Division Services, CFO, CHRO; Teresa Korol, Superintendent of Business Services; Brenda Erickson, Communication Manager (left at 12:29 p.m.); and Nadine Meister, Assistant to the Director.

Guests in attendance: Fay Cassidy, HR Superintendent (joined at 1:21 p.m.; left at 1:31 p.m.); Mitch Luiten, Learning Superintendent (joined at 1:34 p.m.; left at 2:34 p.m.); Kent Muench, Learning Superintended (joined at 2:40 p.m.; left at 4:21 p.m.); and Jocelyne Possberg, Transportation Manager (joined at 3:00 p.m.; left at 4:21 p.m.).

Absent: Wendy Friesen; Kimberly Greyeyes; and Kate Kading.

In the absence of Kate Kading, Chairperson, Kimberly MacLean assumed the role of Chair and Adin Dereniwski assumed the role of Vice Chair for this meeting.

Kimberly MacLean called the meeting to order at 10:04 a.m. and acknowledged that the meeting was being held on Treaty Six Territory.

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| 1. | THAT the agenda be adopted as presented. | <u>Agenda</u>
Willems |
| | <i>Carried.</i> | |
| 2. | THAT the Board grant excused absences for Wendy Friesen and Kate Kading for today’s meeting. | Excused
<u>Absences</u>
Martineau |
| | <i>Carried.</i> | |
| 3. | THAT the Board adopt the minutes of December 16, 2024, as presented. | <u>Minutes</u>
Friesen C |
| | <i>Carried.</i> | |

4. THAT the Board move into closed session at 10:07 a.m. for:

Closed Session
Dereniowski

- Grant Project Budget Update
- Design Standards Update
- Information Report – Hague Schools
- Decision Report –Approval of 2026/27 Major/Minor Capital Application
- Board Committees
- PSTA Liaison Meeting
- Recommended Communication Process
- Subdivision No. 5 School Tours

Carried.

Adjourned for lunch at 12:29 p.m. Brenda Erickson left the meeting at 12:29 p.m.

The meeting reconvened in closed session at 1:02 p.m.

5. THAT the Board return from closed session at 1:12 p.m.

Closed Session
Richards

Carried.

The following three motions arose from the closed session:

6. THAT the Board approve the Terms of Reference for the Learning Committee as presented.

Learning
Committee
T of R
Richards

Carried.

7. THAT the Board approve the Terms of Reference for the Staff Recognition Committee as presented.

Staff
Recognition
Committee
T of R
Willems

Carried.

Teresa presented the decision report requesting approval for the following Major and Minor Capital Projects for 2026/27:

- Major Capital Projects
 - New Joint Use School for Warman/Martensville Area
 - Hague Schools Renovation
- Minor Capital Projects
 - Delisle Composite School Renovation and Mechanical Upgrades
 - Borden School Renovation and Mechanical Upgrades

8. THAT the Board approve the 2026/27 Major and Minor Capital Project application for submission to the Ministry of Education as presented by Administration.

2026/27 Major
and Minor
Capital
Application
Dereniowski

Carried.

Fay Cassidy, HR Superintendent, joined the meeting at 1:21 p.m.

Tracey Young presented the decision report requesting approval to expand the French Immersion program at École Warman Elementary School to include Grade 8 for the 2025/26 school year.

9. THAT the Board approve the expansion of the French Immersion program at École Warman Elementary School to include Grade 8 for the 2025/26 school year.

EWES French
Immersion
Expansion
Dereniowski

Carried.

Fay Cassidy presented the December Staffing Report as at December 31, 2024, for the Board's information.

Fay Cassidy left the meeting at 1:31 p.m.

Kim MacLean and Tracey Young presented the Board Chair and Director reports.

Mitch Luiten, Learning Superintendent, joined the meeting at 1:34 p.m.

Mitch Luiten presented the Strategic Plan Update Goals Report on Family Engagement and an Information Report regarding

Home-Based Education for the Board's information and consideration.

Mitch Luiten left the meeting at 2:34 p.m.

Teresa Korol presented the information report advising that approval was received to move a relocatable classroom to South Corman Park School from Venture Heights Elementary School (Martensville).

Kent Muench, Learning Superintendent, joined the meeting at 2:40 p.m.

Kent Muench presented the Strategic Plan Update – Technology Report for the Board's information.

Jocelyne Possberg, Transportation Manager, joined the meeting at 3:00 p.m.

Kent Muench presented the information report regarding the Urban Transportation Review for the Board's consideration.

Kent Muench and Jocelyne Possberg left the meeting at 4:21 p.m.

Bob Bayles presented the Accounts Receivable Report as at January 15, 2025, for the Board's approval.

10. THAT the Board accept the Accounts Receivable Report as at January 15, 2025, as presented by Administration.

Accounts
Receivable
Report
Willems

Carried.

Bob Bayles presented the Monthly Financial Report as at December 31, 2024, for the Board's information.

11. THAT the Board grant an excused absence to Kimberly Greyeyes for today's meeting.

Excused
Absence
Dereniowski

Carried.

Christa-Ann Willems left the meeting at 4:40 p.m.

12. THAT the Board table the Governance Committee meeting minutes, Terms of Reference and related Decision Report – Board Policy Changes until the next Board meeting.

Table agenda
items
Richards

Carried.

13. THAT the meeting be adjourned at 4:44 p.m. The next meeting to be held on Monday, February 24, 2025, at 10:00 a.m.

Adjournment
Poggemiller

Carried.

Chairperson

Secretary to the Board

Board Learning Committee - Terms of Reference

Purpose:

The purpose of the Board Learning Committee is to assist the Board in actualizing *Our Prairie Spirit Boardroom*.

This committee will specifically:

- Provide guidance for Trustee professional development
- Provide guidance for School Community Council professional development
- Assist with planning Board workshops

Composition and Operations

The membership of the committee shall be comprised of:

- No more than three (3) Board members
- Director/designate

Appointment and operations of the committee members will be in accordance with Board Policy 307 Board Committees. The work of the committee shall commence with Committee Chair, one (1) Trustee and Director/designate in attendance.

Accountability to the Board

Except in emergent situations, the Committee has no authority to direct administration or to commit Prairie Spirit School Division, unless specifically authorized by the Board through Board motion. In the event of an emergent situation requiring immediate action, the committee shall report to the Board as a whole at the next regular meeting.

The committee shall keep a record of its meetings and the Chair shall provide reports to the Board on all activities at the next Board meeting.

Duties and Responsibilities

Subject to the powers and duties of the Board, the Board Learning Committee will perform the following:

- Select a chair
- Make decisions, as necessary, pursuant to Board Policy 307
- Report on decisions and/or provide recommendations at the next board meeting for the Board's consideration
- Review the terms of reference for the Board Learning Committee annually and make recommendations to the Board, as required

Meetings

The committee will meet on an "as needed" basis.

Staff Support

The Director of Education will provide staff support and the recording secretary to the Committee.

Board Staff Recognition Committee - Terms of Reference

Purpose:

The purpose of the Board Staff Recognition Committee is to find ways to recognize and celebrate Prairie Spirit staff.

This committee will specifically:

- Develop an annual plan for staff recognition from the Board.

Composition and Operations

The membership of the committee shall be comprised of:

- No more than three (3) Board members
- Director/designate

Appointment and operations of the committee members will be in accordance with Board Policy 307 – Board Committees. The work of the committee shall commence with Committee Chair, one (1) Trustee and Director/designate in attendance.

Accountability to the Board

Except in emergent situations, the Committee has no authority to direct administration or to commit Prairie Spirit School Division, unless specifically authorized by the Board through Board motion. In the event of an emergent situation requiring immediate action, the committee shall report to the Board as a whole at the next regular meeting.

The committee shall keep a record of its meetings and the Chair shall provide reports to the Board on all activities at the next Board meeting.

Duties and Responsibilities

Subject to the powers and duties of the Board, the Board Staff Recognition Committee will perform the following:

- Select a chair
- Make decisions, as necessary, pursuant to Board Policy 307 – Board Committees
- Report on decisions and/or provide recommendations at the next board meeting for the Board's consideration
- Review the terms of reference for the Board Staff Recognition Committee annually and make recommendations to the Board, as required

Meetings

The committee will meet on an “as needed” basis.

Staff Support

The Director of Education will provide staff support and the recording secretary to the Committee.